

**TECHNICAL WORK MAY NOT BEGIN PRIOR TO CO APPROVAL**

NASA/GODDARD SPACE FLIGHT CENTER

Page 1 of 2

**REQUEST FOR TASK PLAN / TASK ORDER**

<b>CONTRACTOR</b>	<b>CONTRACT NO./TASK NO.</b>	<b>JOB ORDER NUMBER</b>	<b>APPROP. FY</b>
QSS Group, Inc.	NAS5- TASK NO. AMENDMENT <b>99124 308</b>	562-228-12-26-89	00

**TASK TITLE:** (NTE 80 characters; include Project name)

TES Instrument Parts Engineering Services

**APPROVALS:** (Type or print name and sign)

<b>ASSISTANT TECHNICAL REPRESENTATIVE (OR TASK MONITOR)</b>	<b>DATE</b>	<b>ORG CODE</b>	<b>MAIL CODE</b>	<b>PHONE</b>
Scott Hull <i>[Signature]</i>	6/20/00	562	562	301-286-4157
<b>BRANCH HEAD</b>	<b>DATE</b>	<b>CODE</b>		<b>PHONE</b>
Darryl Lakins <i>[Signature]</i>	6/20/00	562		301-286-6382
<b>CONTRACTING OFFICER'S TECHNICAL REPRESENTATIVE (COTR)</b>	<b>DATE</b>	<b>CODE</b>		<b>PHONE</b>
for Robert S. Lebar, Jr. <i>[Signature]</i>	6/23/00	560		301-286-6588

<b>FLIGHT HARDWARE, CRITICAL GSE OR SOFTWARE?</b> (If YES, NEED CODE 303 CONCURRENCE NEXT BLOCK)	<b>CONTRACTING OFFICER'S QUALITY REP.</b>	<b>DESIGNATED FAM:</b>
<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES		Ron Perison

The contractor shall identify and explain the reason for any deviations, exceptions, or conditional assumptions taken with respect to this Task Order or to any of the technical requirements of the Task Order Statement of Work and related specifications. The contractor shall complete and submit the required Reps and Certs.	(To be completed by Contracting Officer) <b>C.O. Requested Quote on:</b> <b>Date:</b> JUN 26 2000
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Contractor will develop specification or statement of work under this task for a future procurement.	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES
Flight hardware will be shipped to GSFC for testing prior to final delivery.	<input type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> N/A
Government Furnished Property/Facilities:	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES -- SEE LIST OF GFP (offsite only) / FACILITIES (onsite only)
Onsite Performance:	<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES If yes: <input checked="" type="checkbox"/> TOTAL <input type="checkbox"/> PARTIAL If partial, indicate onsite work in SOW by asterisk (*)
Surveillance Plan Attached:	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES
Highlighted Contract Clauses:	(to be completed by Contracting Officer)

Per Clause H.14, Task Ordering Procedure, subparagraph (f), the effective date of this task order shall be June 28, 2000.

**INCENTIVE FEE STRUCTURE** (check one)

(See Contract NAS5-99124, Attachment K, Incentive Fee Plan)

	<input checked="" type="checkbox"/> No. 1	<input type="checkbox"/> No. 2	<input type="checkbox"/> No. 3	<input type="checkbox"/> No. 4	<input type="checkbox"/> No. 5
Cost	10%	50%	25%	25%	%
Schedule	15%	25%	25%	50%	%
Technical	75%	25%	50%	25%	%

(To be completed by Contracting Officer)

The target cost of this task order is \$ 20,306 .  
 The target fee of this task order is \$ 1,303 .  
 The total target cost and target fee of this task order as contemplated by the Incentive Fee clause of this contract is \$ 21,609 .  
 The maximum fee is \$ 1,904 .  
 The minimum fee is \$0.

<b>AUTHORIZED SIGNATURE:</b> <i>[Signature]</i> SIGNATURE OF CONTRACTING OFFICER	<b>DATE:</b> 8/4/00	<b>TYPED NAME OF CONTRACTING OFFICER:</b> ELIZABETH J. AUSTIN CONTRACTING OFFICER
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<b>CONTRACTOR'S ACCEPTANCE:</b>	<b>AUTHORIZED SIGNATURE</b>	<b>DATE</b>

**REQUEST FOR TASK PLAN / TASK ORDER**

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QSS Group, Inc.	NAS5- <b>99124</b>	<b>308</b>	

Applicable paragraphs from contract Statement of Work:

**STATEMENT OF WORK:** (Continue on blank paper if additional space is required)

The contractor shall perform an assessment of the TES instrument, being developed by JPL, for use on the AURA program. The contractor shall assess the parts program established for the instrument, determine the level to which component developers are adhering to those requirements and make recommendations to meet the intent of the TES parts/reliability program.

The contractor shall travel to JPL to perform in-person reviews of parts lists, as built hardware, and other instrument related documentation.

**PERFORMANCE SPECIFICATIONS:**

Parts List evaluations shall be compliant with the TES reliability plan and parts program.  
Reports shall be submitted in hardcopy and electronic (MS Word) version.

**APPLICABLE DOCUMENTS:**

None.

**TASK END DATE:** 8/30/00

**MILESTONES/DELIVERABLES AND DATES:**

- |                              |  |
|------------------------------|--|
| 1. Weekly Report             | by COB each Friday   |
| 2. Trip Reports              | within 5 working days after return from the trip                         |
| 3. Parts List Assessments    | within 5 working days after receipt of Parts List                        |
| 4. Technical Progress Report | monthly, due 15th of the month reporting the previous month's activities |

**PERFORMANCE STANDARDS:**

**Schedule:** On-time delivery/completion of the above deliverables/milestones  
**Technical:** ATR's acceptance of the above

**FINAL DELIVERY DESTINATION (NAME, BLDG, ROOM):**

Scott Hull, building 6, room S-14